



# MAIL INFORMATION



## PROPER MAILING ADDRESS

Rank, Last Name, First Name  
XXX XXXXXX XXXXXX  
APO AE XXXXX

## MAILING HINTS

- Use sturdy boxes & reinforced tape
- Print address legibly or use label. Write the address in permanent marker in case something leaks onto it. For extra protection, cover the address with clear tape.
- Insure or register high value items
- You must complete a "Customs Declaration" Form at the post office. You will list contents, but it may be general. Ex: Food and stationery.
- List all items in parcel or customs form
- Express mail not available
- Stop sending mail 30 days before soldiers' projected return date
- No more than 70 inches length, width, or height
- No more than 70 pounds of weight
- Inside the Milvans that transport the mail, the temperatures reach 180-200 degrees. Anything shipped must be able to withstand those temperatures. So, chocolate and Gummi Bears are not a good idea.
- Be very careful when mailing any liquids. The liquid heats and expands and leaks out of its bottle causing damage to everything that is around it. If you have to mail a liquid, put tape over and around the lid, then double wrap it in a sealed Ziploc baggie.
- Sending "priority" mail does not apply once your mail arrives on a military installation. Going with standard rate is usually the best choice.

## PROHIBITED ITEMS DO NOT MAIL

- ANY type of pornography
- ANY type of alcohol
- ANY pork product
- Creatine, Ma-tung, and Ephedra
- Religious materials contrary to Islamic faith
- Pictures of nude or seminude persons, pornographic, sexual and obscene items
- War trophies, ammo, weapons or parts of weapons, ruck sacks and duffle bags
- **DO NOT MAIL AEROSOL CANS--THEY CAN EXPLODE--THIS INCLUDES SHAVING CREAM.**
- **Safety Measure:** If you are unsure, don't send it!

## **RECOMMENDED ITEMS FOR CARE PACKAGES:**

### **Foods**

- Powdered drink mixes. The sugar free ones take up way less space.
- Snack foods--chips, peanuts, beef jerky, slim jims, sunflower seeds, peanut butter or cheese crackers, protein bars
- Cookies--ginger snaps, peanut butter, oatmeal, chocolate chip (seems to be okay because of the cookie around the chips) stay away from cookies with frosting like Oreos.
- Canned foods
- Hard granola bars--The chewy ones will ship better in the winter.
- Hard candy, mints, gum
- Anything you can just add hot water to, or that can be heated in hot water.

### **Entertainment**

- Playing cards, card games
- Board games
- Music
- DVD's, videos
- Crossword puzzle books
- Magazines, books, reading materials
- Current newspapers
- Handheld video games

### **Personal Items**

- Twin size sheets
- Pillow
- Air mattress
- Lever body wipes
- Baby wipes
- Flushable wipes
- Charmin toilet paper to go
- Foot powder
- Personal hygiene items--razor blades, soap, deodorant, q-tips
- Socks, underwear and t- shirts
- Lotion, sunscreen
- Chapstick with SPF 15
- Vitamins

### **Miscellaneous**

- Zip lock bags in all sizes-- 2 gallon is good to put clean laundry in.
- Laundry detergent
- Bug repellent--lotion or pump spray
- Fly strips
- Dryer sheets to freshen sleeping bags
- Disposable cameras
- Writing paper and envelopes
- Pens and pencils
- Extra batteries